

RIZWAN YOUSUF



M-11, Bashir Village, National Cement Housing Society,
Gulshan-e-Iqbal Block 10-A, Karachi, Pakistan
Cell: +92-300-2181-035

Email: rizsid786@gmail.com

Skype ID: [@rizsid1978@skype.com](https://www.skype.com/people/rizsid1978)

OBJECTIVE

To serve in globally recognized organization for enhancing professional knowledge and advance technical skills, using in construction fields.

QUALIFICATION

Professional

PGD in Environmental Engineering in 2009
Mehran University of Engineering & Technology.

B.E (Civil) in 2004
Mehran University of Engineering & Technology.

Academic

Higher Secondary Certificate (Science) in 1995
HBISE: Model College Hyderabad

Secondary School Certificate (Science) in 1993
HBISE: Model School Hyderabad

Diploma

Office Management from Skill Development Council (Karachi)

PROFESSIONAL EXPERIENCE

- Working as a **Deputy Project Director** in **Transport & Mass Transit Department** on **Bus Rapid Transit System - Orange Line Project**, Karachi (from July, 2016 to date).
- Worked as a **Civil/Structural Engineer** in **Parsons International Ltd.** on **Ministry of Housing (Saudi Arabia) Projects** (from May, 2014 to November 2015).
- Worked as **Deputy Manager (Civil) Planning & Development Department** in **Civil Aviation Authority of Pakistan** on construction of mega Airport Projects (from April, 2009 to April, 2014).
- Worked as **Project Manager** in **M/s Muhammad Yousuf & Co.** on roads and highways projects (from August, 2007 to March, 2009).
- Worked as **Site Engineer (Civil)** in **M/s Al Naboodah Contracting LLC** on **Jabel Ali International Airport Dubai, UAE** (from July, 2006 to July, 2007).
- Worked as **Site Engineer (Civil)** in **M/s International Construction Co.** on **Pakistan Army Housing Society Project (Askari-IV)**, Karachi (from January, 2004 to June, 2006).

COMPUTER PROFICIENCY

- **Operating Systems** : Windows
- **Office Applications** : MS Office & Internet
- **AUTO CAD** : Knowledge
- **Primavera** : Knowledge

PROJECT-1 : As a Deputy Project Director in Transport & Mass Transit Department, Karachi, Pakistan

Duration	:	From July, 2016 till to date.
Project details	:	Bus Rapid Transit System – Orange Line Project, Ministry of Transportation, Government of Sindh, Pakistan
Consultant	:	National Engineering Services Pakistan (Pvt.) Ltd.
Contractor	:	MS Engineering Services (Pvt.) Ltd.

Role & Responsibilities

- Planning, Development and Execution (Project Management Unit) of Bus Rapid Transit System (Orange Line Project, From TMA Office to Board Office Interchange, Nazimabad Karachi).
- The project consist at grad and elevated (bridge), including four bus stations for passengers.
- Correspondence with different stakeholder i.e Sui Southern Gas Co., K-Electric, Karachi Water & Supply Board, National Telecommunication Co. and Pakistan Telecommunication Ltd. etc on various matters related to relocation of existing facilities under Orange Line Project.
- Prequalification and Evaluation of Consultants / Contractors as per guidelines of Pakistan Engineering Council (PEC) & Pakistan Procurement Regulatory Authority (PPRA).
- Review/comment on bid reports submitted by consultants and contractors in compliance with approved criteria of governed bodies (PEC, PPRA, SPRA, FIDIC) and submit the same to higher management for further review and approvals.
- Review/comment on invoices, variation orders, extra/additional works done by consultants/contractors and process for obtaining approvals from the higher/competent forums.
- Monitoring submittals and timely approvals submitted by consultants and contractors.
- Ensure compliance of quality and safety at work site.
- Monitoring man power, tools & plants and approved materials available at site.
- Monitoring lab test reports of materials and calibration certificate of equipment used at site.
- Presenting the updated physical/financial progress to higher Management/Secretariat.

PROJECT- 2 : As a Civil/Structural Engineer in Parsons International Limited, Saudi Arabia.

Duration : From May, 2014 to November 2015.

Project details : Program for Studying, Designing & Supervision Projects of the Ministry of Housing in the Kingdom of the Saudi Arabia. Al Qatif Albadrani Project - Infrastructure Works

Client : Ministry of Housing, Kingdom of Saudi Arabia

Contractor : Mohammad Abdul Mohsin Kharafi Sons.

Role & Responsibilities

- Supervising, monitoring and controlling of structural activities for Storm Water Reservoir (12,800 cum), Irrigation Pump Station (450 cum), Sub Stations (1000 KVA), Petrol Interceptor, MCC rooms and Overflow chambers (8 No.) and other structures as per approved drawings and specifications.
- Ensures that the project is as per setting out plan.
- Ensure that the progress at site is as per approved time schedule.
- Ensure work done, samples, materials, workmanship in compliance with approved project documents.
- Follow up and supervising all the inspection requests and assist all inspection procedures with site inspectors/sub ordinates.
- Ensure that all materials used and work performed is as per approved specifications, ITP and method of statement.
- Overseeing quality control, health and safety matters on site; and ensure that construction is performed as per safety plan.
- Coordination between structural, architectural, MEP and safety departments to resolve site issues as a team.
- Ensure that the Contractor performs his work in a manner that does not cause unnecessary or improper interference to the public, including access to public or private roads and footpaths.

- Investigate sites condition to determine any kind of obstacles for the proposed construction during work progress
- Coordinating for testing of materials, processes or systems related to engineering works.
- Reports to Senior Engineer/s on related issues (daily submittals, inspection requests, quality controls, daily progress, safety risks, materials, and equipment's delivered to site).
- Review and make recommendation to senior engineer of all shop drawings, bar bending schedules, method statements, prequalification of contractor/supplier, material submittals and quantities for accuracy
- Keeping detailed record and quantity of work done, construction equipment, labor deployment and material usage on day-to-day basis.
- Preparing reports on work progress (daily and weekly) with respect to project schedules and resources.
- Report to senior any difficulties and other problems that may arise at the site.
- Review and make recommendations to senior engineer on contractor payments , quantities, variations.

PROJECT- 3

As a Deputy Manager (Civil) in Pakistan Civil Aviation Authority, HQ CAA

Duration : From April, 2009 to April, 2014.

Project details :

Planning & Development of:
New Benazir Bhutto Int'l Airport Islamabad,
New Gwadar Int'l Airport,
Thar Airport near Islamkot,
Up-gradation of Multan Int'l Airport,
Reconstruction of Runway & ATC Complex at Karachi Airport,
Reconstruction of Runway at Quetta Int'l Airport,
Reconstruction of Runway at Lahore Int'l Airport.

Role & Responsibilities

- Planning & Development of mega airport projects i.e New Benazir Bhutto Int'l Airport at Islamabad, Up-gradation of Multan Int'l Airport at Multan, New Gwadar Int'l Airport at Gwadar, Thar Airport at Islamkot (Mithi), Up-gradation / Reconstruction of Runway at Jinnah Int'l Airport, Karachi, Reconstruction of Runway at Quetta Int'l Airport and Planning & Development of Up-gradation of Runway at Allama Iqbal Int'l Airport, Lahore.
- Correspondence with Ministry of Defence of Pakistan (Aviation Cabinet Division) on various matters regarding project works and progress.
- Prequalification and Evaluation of Consultants / Contractors as per guidelines of Pakistan Engineering Council (PEC) & Pakistan Procurement Regulatory Authority (PPRA).
- Review/comment on invoices, variation orders, extra/additional works done by consultants/contractors and process for obtaining approvals from the higher/competent forums.
- Monitoring submittals and timely approvals submitted by consultants and contractors.
- Coordinate with consultants and contractors for obtaining updated progress of work.
- Visit at site as and when required, to ensure quality and physical progress of work.

PROJECT- 4

As a Project Manager in M/s Muhammad Yousuf & Co. Hyderabad

Duration : August, 2007 to March, 2009.

Project details : Construction and up-gradation Roads in Matiari District, Sindh

Client : Works & Service Department, Government of Sindh

Role & Responsibilities

- Supervising, monitoring and controlling different construction activities at site.
- Coordination with client as and when required.
- Planning and scheduling daily construction activities as well as distribution of work.
- Controlling and monitoring the man power and machines as per the site requirements.
- Organize labors & machines in conjunction with site staff to achieve planned / satisfactory progress.

Project- 5 : As a Site Engineer in M/s Al Naboodah Contracting LLC. Dubai, UAE

Duration : July, 2006 to July, 2007.

Project details : **Jabel Ali International Airport at Dubai, UAE.**

Client : Dubai Civil Aviation (DCA)

Consultant : ADPI (France) - Darul Handasah (Lebanon)

Role & Responsibilities

- Supervising, monitoring and controlling different construction activities at site.
- Coordination with Client and Consultant to resolve various routine issues related to site work.
- Huge earthwork executed of airport aprons, taxiways and vehicular tracks.
- Excavation & backfilling of underpass 625 meters long with varying depth up to 15 meters deep at centre.
- Planning and scheduling daily construction activities as well as distribution of work.
- Ensure quality work as per specification at site, maintain daily progress report and carry out inspection with consultant for R.C.C and earth work according to drawings and specifications.
- Assigning resources to individual activity, assessment of material requirement at site with respect to work schedule.
- Controlling and monitoring the man power & machines as per the site requirements.
- Prepare and review weekly programs for onward submission to higher management.
- Liaise with consultant with respect to inspections/approvals.
- Carry out all works in compliance with safety and hazard policy as per UAE rules and regulation.
- Organize labors and machines in conjunction with site staff to achieve planned / satisfactory progress.
- Understand and adhere international Safety & Quality Procedures during execution of work.
- Address all relevant issues on daily basis.

Project-6 : As a Site Engineer in M/s International Construction Company, Karachi

Duration : January, 2004 to June, 2006

Project Details : **Army Housing Society, Askari-IV Karachi, Pakistan
(Bungalows + Apartments)**

Client : Military Engineering Services of Pakistan (MES)

11
Additional Secretary,
Transport & Mass Transit Department,
Government of Sindh,
Karachi.

APPLICATION FOR THE POST OF EXECUTIVE ENGINEER

Sir,

1. This is with reference to advertisement published in Daily Dawn newspaper on 1st September, 2016 for vacant position in Transport & Mass Transit Department, Government of Sindh.
2. Please find attached my CV along with requisite documents for your kind consideration against the post as mentioned in above cited subject.
3. Moreover, I would like to highlight here that I have also been working in Transport & Mass Transit Department against Orange Line Project, (from TMA Orangi Town to Board Office roundabout Nazimabad, Karachi) as Deputy Project Director, Orange Line Project (from July, 2016 - till to date).

Thanks & regards



Engr. Rizwan Yousuf
House No. M-11, Bashir Village,
National Cement Employees Housing Society,
Gulshan-e-Iqbal Block 10-A
Karachi.
Cell No. 0300-2181 035

Dated: 7th September, 2016

26-05-2017

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh

ACCEPTANCE AGAINST OFFER LETTER FOR THE POSITION OF
EXECUTIVE ENGINEER, SINDH MASS TRANSIT CELL (SMTc)
TRNSSDPORT AND MASS TRANSIT DEPARTMENT (TMTD) GoS

This is with reference to offer letter No. SMTc/ADMIN/HIRING/2017/06A/82 dated 22nd May, 2017 on the above cited subject.

I hereby accept the offer on the terms and conditions specified in above referred letter. I will formally resume my duties against the subject position once my resignation from current position of Deputy Project Director (Orange Line Project) Transport and Mass Transit Department, Government of Sindh is approved.

Please acknowledge receipt of my acceptance for the subject position.

Thanks & regards



Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh

26-05-2017

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EXECUTIVE ENGINEER, SINDH MASS TRANSIT CELL (SMTc)
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Please acknowledge receipt of my acceptance for the subject position.

Thanks & regards



Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS

30-05-2017

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh

Letter of Resignation from the Position of Deputy Project Director (Orange Line)

This is with reference to offer letter No. SMT/C/ADMIN/HIRING/2017/06A/82 dated 22nd May, 2017.

I wish to notify that I am resigning from my current position of Deputy Project Director (Orange Line Project) with the notice period of thirty (30) days so that I may join my services offered in your above referred letter. My last day of employment on current position will be 30th June, 2017. I will resume my duties as an Executive Engineer, SMT/C (TMTD), GoS as soon my resignation will formally be approved.

Please accept this letter as my formal resignation from the position of Deputy Project Director (Orange Line) Transport and Mass Transit Department, Government of Sindh.

Thanks & regards



Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh

30-05-2017

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Please accept this letter as my formal resignation from the position of Deputy Project Director (Orange Line) Transport and Mass Transit Department, Government of Sindh.

Thanks & regards



Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS

30-05-2017

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh

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Please accept this letter as my formal resignation from the position of Deputy Project Director (Orange Line) Transport and Mass Transit Department, Government of Sindh.

Thanks & regards



Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh

26-05-2017

**ACCEPTANCE AGAINST OFFER LETTER FOR THE POSITION OF
EXECUTIVE ENGINEER, SINDH MASS TRANSIT CELL (SMTC)
TRANSPORT AND MASS TRANSIT DEPARTMENT (TMTD) GoS**

This is with reference to offer letter No. SMTC/ADMIN/HIRING/2017/06A/82 dated 22nd May, 2017 on the above cited subject.

I hereby accept the offer on the terms and conditions specified in above referred letter. I will formally resume my duties against the subject position once my resignation from current position of Deputy Project Director (Orange Line Project) Transport and Mass Transit Department, Government of Sindh is approved.

Please acknowledge receipt of my acceptance for the subject position.

Thanks & regards



Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS

FORM - "D"

See rule 5 (1) (D)

FORM OF CERTIFICATE OF PERMANENT RESIDENCE IN THE
PROVINCE OF SINDH FOR THE PURPOSE OF RECRUITMENT
TO THE PUBLIC SERVICE OF SINDH.

CERTIFICATE

I hereby certify that for the reason given below :-

Name RIZWAN YOUSUF S/O MOHAMMAD YOUSUF SINDHI

has his / her permanent residence in (Address) H.No. 6/52 Gola No.2 Kumbhar Tare
Dando Tousef Hyderabad (here enter name of place)

HYDERABAD (District Hyderabad Province of Sindh.)

This certificate is granted for the purpose of recruitment in the public
services in Sindh.

(Here enter reason)
(for Service)



DISTRICT MAGISTRATE, HYDERABAD, SINDH.

Place : HYDERABAD.

Date: 21-5-95



APPENDIX-XIV

THE PAKISTAN CITIZENSHIP ACT-1951 (II OF 1951) AND RULE MADE
THEREUNDER: (VIDE RULE-23)

FORM-P-1

CERTIFICATE OF DOMICILE

WHEREAS, ALIZWAN YOUSUF

s/o, ~~eto~~ MOHAMMAD YOUSUF SIDDIQUI

has applied for CERTIFICATE OF DOMICILE under the Pakistan Citizenship Act 1951 (II of 1951) alleging with respect of himself/herself the particulars set-out below and has satisfied the undersigned that the conditioned laid down in section-17 of the said Act. for the grant of CERTIFICATE OF DOMICILE are fulfilled in the said ALIZWAN YOUSUF's case

NOW, THEREFORE, in pursuance of the power conferred by the said Act. and the rules made there under the undersigned hereby grants to the said ALIZWAN YOUSUF this CERTIFICATE OF DOMICILE

IN WITNESS WHEREOF, I have here to subscribed my name this

day of May 1995 199

No. PV/DOM/ 4737 of 199

Date 21-05-98

HYDERABAD.

PARTICULARS RELATING TO THE APPLICANT

Full Name ALIZWAN YOUSUF

Father's Name MOHAMMAD YOUSUF SIDDIQUI

Address in Pakistan H.NO.G/59 Gali No.4 Mumbarh Faqa Mando Yousuf Hyderabad

Address in the country outside Pakistan xx

Place of Domicile: Place HYDERABAD CITY Tehsil HYDERABAD CITY

(Prov/Admn/HYDERABAD (SINDH).)

Date of Arrival in the place of Domicile SINCE BIRTH

Married/Single/Widow/Widower SINGLY

Name of wife or Husband X

Name of children and their ages

Trade or Occupation STUDENT

Marks of Identification NTI



(LAND SALES)


For, DISTRICT MAGISTRATE
HYDERABAD.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



Mehran University of Engineering and Technology

It is hereby certified that Mr/Ms Rizwan Jany 31
Muhammad Jany Sidiqui after having satisfied
all the conditions prescribed by the University has been duly admitted
to the degree of Bachelor of Engineering in the discipline of
Civil Engineering.
He/She has secured First Division in the final examination
held in November, 2002.

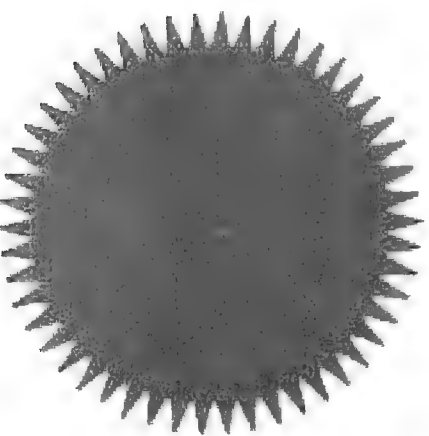

Controller of
Examinations


Registrar


Vice-Chancellor

Jamshoro

Dated the 01st April, 2005



MEHRAN UNIVERSITY OF ENGINEERING AND TECHNOLOGY



ORIGINAL

0728

Book No. 008

Certificate No. _____

Enrolment No. 710

This is to certify that Mr / ~~Ms~~ Rizwan Yousuf

S/o B/o Muhammad Yousuf Siddiqui having

completed the approved course of study for the Post Graduate Diploma
in Environmental Engineering & Management has passed the prescribed Examination
held by the University in May, 2009

Date of declaration of result 29-09-2009

Jamshoro, Dated

06-05 2013

Note: The University reserves the right of
issuing any correction in the result, if any
mistake is detected later.

CONTROLLER OF EXAMINATIONS

A handwritten signature in black ink, appearing to be "M. N. Khan", is written over the text "CONTROLLER OF EXAMINATIONS".

Role & Responsibilities

- Supervising and monitoring of all construction activities at site.
- Coordination with client as and when required.
- Planning and scheduling of daily construction activities as well as proper distribution of works.
- Ensure quality work at site as per specifications, maintain daily progress report, inspection of R.C.C works as per drawings.
- Assign tools and plants/resources as required at site.
- Ensure availability of material requirement at site as per work progress.

PERSONAL DATA

Date of Birth	March 14, 1978
Father's Name	Muhammad Yousuf Siddiqui
Passport	Valid up to 2019
Marital Status	Married
Religion	Islam
Nationality	Pakistani
Registered	PEC and Saudi Council of Engineers
Driving License	Valid Pakistan and Saudi Arabia



NO.SMTC/ADMIN/HIRING/2017/58452
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi dated the 22nd May, 2017

To,

Mr. Rizwan Yousuf

SUBJECT: OFFER LETTER FOR THE POSITION OF "EXECUTIVE ENGINEER", SINDH MASS TRANSIT CELL
(SMTC)" TRANSPORT & MASS TRANSIT DEPARTMENT.

With the approval of Competent Authority, you are hereby offered the post of "EXECUTIVE ENGINEER", SINDH MASS TRANSIT CELL (SMTC)" which has been created under the aegis of Transport & Mass Transit Department purely on temporary basis for a contract period of three (03) years with Lump sum Remuneration amounting to Rs.150,000/- per month on the following terms and conditions:-

- i) You will be governed by such rules and orders as applicable to other civil servants of your grade / contract rules.
- ii) You will undergo a medical examination service (contract basis) and your contract appointment will be subject to the condition that you are declared medically fit by the competent medical authority.
- iii) In case of your tendering resignations, you will not leave the charge of your post unless and until your resignation is formally accepted. Behaviors contrary to this condition will tantamount to misconduct and will be dealt with accordingly.
- iv) Your services are purely on temporary / contract basis.
- v) Your services will be on the basis of satisfactory performance and liable to terminate if found any negligence.
- vi) You shall perform all such functions / services as envisaged in the Sindh Mass Transit Authority (SMTA) Act 2016 under the Administrative Control of Transport & Mass Transit Department, Govt. of Sindh.
- vii) After establishment of Sindh Mass Transit Authority (SMTA), your services will be absorbed from SMTC to SMTA as per SGA&CD's Notification vide NO.SO(C-IV)/SGA&CD/4-13/15, dated 23-11-2016.

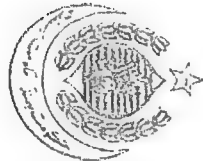
2. If you accept the offer on the terms and conditions specified above, you should report for duty to Secretary, Transport & Mass Transit Department, Government of Sindh within Seven (07) days of the issue of this offer. Failing which it will be presumed that you are not willing to accept it which will be cancelled without any notice.

(Qasim Dada)
Director (F&A)
Sindh Mass Transit Cell

A copy is forwarded for information to the PS to Secretary Transport & Mass Transit Department,
Govt. of Sindh Karachi.

Director (Finance & Admin)

23/5/2017



No. SMTC/ ADMIN/ HIRING/ 2017/ 132
GOVERNMENT OF SINDH
SINDH MASS TRANSIT CELL
TRANSPORT & MASS TRANSIT
DEPARTMENT
Karachi, dated 24th May, 2017

To,

The Medical Superintendent,
Services Hospital,
Karachi.

SUBJECT: OFFER OF APPOINTMENT TO THE POST OF “EXECUTIVE ENGINEER”, SINDH MASS TRANSIT CELL” (SMTC) UNDER TRANSPORT & MASS TRANSIT DEPARTMENT, (TMTD), GOS.

I am directed to refer to the subject noted above and to state that **Mr. Rizwan Yousuf S/O Muhammad Yousif Siddiqui** has been appointed as an “**Executive Engineer**” Sindh Mass Transit Cell under Transport & Mass Transit Department, vide Offer letter No. SMTC/ADMIN/HIRING/2017/6-A/82 dated 22-05-2017 on contract basis for three years (copy enclosed).

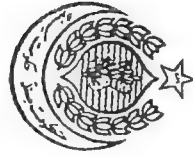
2. It is, therefore, requested that he may be medically examined & issue Medical Fitness Report.

(**QASSIM DADA**)
Director (F&A)
SMTC / TMTD

A copy is forwarded for information to the P.S to Secretary, Transport & Mass Transit Department, Karachi.

Director (F&A)

Qassim Dada
26/5/17



NO.SMTC/ADMIN/ORDER/2017/2063
GOVERNMENT OF SINDH
TRANSPORT & MASS
TRANSIT DEPARTMENT

NOTIFICATION

NO.SMTC/ADMIN/HIRING/2017/06A/82:- In pursuance of this department's offer order of even number dated 22-05-2017, Rizwan Yousuf, **Executive Engineer**, Sindh Mass Transit Cell (SMTC), Transport & Mass Transit Department is hereby allowed to join Transport & Mass Transit Department, Government of Sindh w.e.f 03-07-2017 on contract basis for three (03) years with fixed monthly salary amounting to Rs.1,50,000/-. No TA / DA and other allowances will be allowed.

2. Terms and conditions will be followed.

SECRETARY TO GOVERNMENT OF SINDH

NO.SMTC/ADMIN/HIRING/2017/06A/82

Karachi dated the 5th July, 2017

A copy is forwarded for information to: -

1. The Accountant General Sindh, Karachi.
2. The Director General, Sindh Mass Transit Cell (SMTC), Transport & Mass Transit Department, Government of Sindh, Karachi.
3. The Private Secretary to Secretary, Transport & Mass Transit Department, Government of Sindh, Karachi.
4. Officer Concerned.
5. Office Notification File.

(QASSIM DADA)
DIRECTOR (F&A)

Qassim Dada
26/7/17

Director (F & A)
Sindh Mass Transit Cell
Government of Sindh
Karachi.

JOINING REPORT FOR THE POSITION OF EXECUTIVE ENGINEER, SINDH MASS
TRANSIT CELL (SMTC) TRNSSDPORT AND MASS TRANSIT DEPARTMENT (TMTD) GoS


This is with reference to Offer Letter No. SMTC/ADMIN/HIRING/2017/06A/82 dated 22nd May, 2017 on the above cited subject.

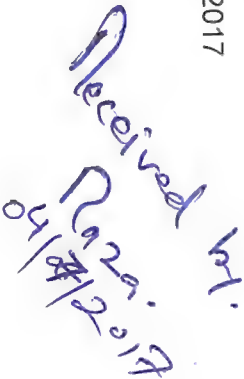
I hereby join my duties for the position of Executive Engineer, SMTC, TMTD (GoS) w.e.f 3rd July, 2017 and my original Medical Fitness Certificate issued from Services Hospital Karachi (GoS) is also attached for your information and necessary action please.

Please acknowledge receipt.

Thanks & regards

Dated: 3rd July, 2017


Rizwan Yousuf
House No. M-11, Bashir Village
National Cement Housing Society,
Gulshan-e-Iqbal, Block 10-A
Karachi
0300-2181 035


Received
20/7/2017

Copy to:-

- Director General, Sindh Mass Transit Cell, GoS
- PS to Secretary, Transport & Mass Transit Department, GoS



SERVICES HOSPITAL
GOVERNMENT OF SINDH
KARACHI

NO. SHK/MED/PEI/

1413

Dated

29-06-2017

Ref No *

SMIC/ADMMY/HIRING/2017/132 24-05-2017

Medical Fitness Certificate

I / We hereby certify that I / We have examined Mr / Mrs / Miss

Lizwan Bussy

S/O Muhammad Bussy Badiari

a candidate for employment in the

Transport & Pass Transit.

Department and cannot discover that he

/she has any disease, constitutional weakness or bodily infirmity except

I / We do not consider this a disqualification for employment in

the office of

Executive Engineer

His age is, according to his/her own statement

39 yrs.

and by appearance about

Twelve Nive. years.

Mark of Identification:

Car mark on the head

CNIC No.

91303-6606757-3



CIVIL SURGEON

KARACHI

ANA



No. TMTD/ASE/OL/2018/526
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT DEPARTMENT
Dated 17-09-2018

Tele. 021-35865392

The Director Administration
Sindh Mass Transit Authority
Government of Sindh
Office No. 201, 2nd Floor, Doctor Plaza
2 Talwar Clifton, Karachi.

TO WHOM IT MAY CONCERN

This is with reference to Administrative Officer (Admin & HR) letter No. ADMIN/TMTD/SMTA/2018/28/878 dated 7th September, 2018 through which NOC issued (from 8th September to 15th September, 2018) for the visit of the undersigned to China for inspection of lifts & escalators.

The undersigned has joined his duties on 17th September, 2018 after visit to China. This is for your information and necessary record please.

Deputy Project Director
BRT Abdul Sattar Edhi Line

Copy to:-

- 1) MD SMTA, GoS
- 2) Director Infrastructure, SMTA, GoS
- 3) Project Director, ASE Line

24/9/18.

BRT (AHR)

Please all letters are
entered in register when received in the
office.

SMTA-TMTD
818
24-9-18



No. SMTA/ADMIN/NOC/2019/1681
SINDH MASS TRANSIT AUTHORITY
GOVERNMENT OF SINDH
Karachi Dated: 16th October, 2019

TO WHOM IT MAY CONCERN

Upon request of Mr. Rizwan Yousuf s/o Late Mr. Muhammad Yousuf Siddiqui, holding NIC No. 41303-6606757-3 has requested for a No Objection Certificate in order to complete admission procedures in *Masters Program (Evening)* at NED University of Engineering & Technology, Karachi. Mr. Rizwan Yousuf is working with Sindh Mass Transit Authority as an Executive Engineer and Deputy Project Director (Edhi BRT Project).

As such, this office has No Objection and Mr. Rizwan Yousuf may continue joining his Masters program (Evening) as mentioned above. We wish him good luck in his endeavors.


DIRECTOR
ADMINISTRATION & HR



A copy is forwarded for information & record to:-

1. Managing Director, Sindh Mass Transit Authority, GoS, Karachi.
2. Director Infrastructure / Projects, Sindh Mass Transit Authority, GoS, Karachi
3. Office file.



No. SMTA/ADMIN/NOC/2019/1681
SINDH MASS TRANSIT AUTHORITY
GOVERNMENT OF SINDH
Karachi Dated: 16th October, 2019

TO WHOM IT MAY CONCERN

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As such, this office has No Objection and Mr. Rizwan Yousuf may continue joining his Masters program (Evening) as mentioned above. We wish him good luck in his endeavors.


DIRECTOR
ADMINISTRATION & HR



A copy is forwarded for information & record to:-

1. Managing Director, Sindh Mass Transit Authority, GoS, Karachi.
2. Director Infrastructure / Projects, Sindh Mass Transit Authority, GoS, Karachi
3. Office file.

Pr. Discm
b/c 10/18/19
Rizwan Yousuf

put it in his file
sho-
B
Amin Durrani

The Director
Admin & Human Resources,
Sindh Mass Transit Authority, (GoS)
Karachi.

Subject: Application for Issuance “No Objection Certificate” for Admission in Masters

Dear Sir,

I Rizwan Yousuf, S/o Muhammad Yousuf Siddiqui is an employee in Sindh Mass Transit Authority (Government of Sindh) as Executive Engineer in Infrastructure Department. I desire to take admission in masters in NED University (evening session program). I will take my masters classes after office working hours and this will not affect my official works.

I, therefore, request you to please issue me NOC for taking admission in masters (evening session program) as early as possible.

Your's Sincerely



Rizwan Yousuf
Executive Engineer (Infrastructure)
Sindh Mass Transit Authority (GoS)
CNIC No. 41303-6606757-3

Dated: 16th October, 2019

Copy to:-

➤ Director Infrastructure/Projects, SMTA (GoS)



GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 27th April, 2020

NOTIFICATION

No. SO(GEN)/ORANGE LINE/SMTA/2020: Mr. Rizwan Yousif, Executive Engineer, Sindh Mass Transit Authority, TMTD, is hereby allowed to look-after the work of Project Director, BRTs Abdul Sattar Edhi Line (Orange Line), in addition to his own duties, with immediate effect, till further orders.

SECRETARY TO GOVERNMENT OF SINDH

No. SO(GEN)/ORANGE LINE/SMTA/2020: Karachi, dated the 27th April, 2020

A copy is forwarded for information & necessary action to:-

1. The Managing Director, Sindh Mass Transit Authority, TMTD, Karachi.
2. The Project Director, BRTs Orange Line Project.
3. The P.S to Minister, Transport & Mass Transit, Sindh, Karachi.
4. The P.S to Secretary, Transport & Mass Transit Department, Karachi.
5. Officer concerned
6. Notification File.



SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh

22-2/50/90
06/05/2020
2943
C.A.D.
Sindh
2020



No. SO(G)/ORANGE LINE/SMTA/2020
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 27th April, 2020.

To,

Mr. Rizwan Yousuf,
Executive Engineer,
Sindh Mass Transit Authority,
Karachi

Mr. Naveed Izhar,
Ex-Project Director,
BRTs Edhi Line Project,
Sindh Mass Transit Authority,
Karachi

SUBJECT: HANDING/TAKING OVER.

I am directed to refer to the subject noted above and to state that due retirement of Mr. Naveed Izhar, Sr. Director, TEB, KDA/holding the additional charge of the post of Project Director, BRTs Orange Line Project, and the Transport & Mass Transit Department has allowed Mr. Rizwan Yousuf, Executive Engineer, SMTA to work as Project Director, BRTs Orange Line Project vide this department's notification of even number dated 27.04.2020.

2. It is, therefore, requested to make handing and taking over process as per law in respect and submit report to this department for perusal of highups.



SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh

A copy is forwarded for information to:

1. The P.S to Minister, Transport & Mass Transit, Sindh, Karachi.
2. The P.S to Secretary, Transport & Mass Transit Department, Karachi.

SECTION OFFICER (GENERAL)



GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 27th April, 2020

NOTIFICATION

No. SO(GEN)/ORANGE LINE/SMTA/2020: Mr. Rizwan Yousif, Executive Engineer, Sindh Mass Transit Authority, TMTD, is hereby allowed to look-after the work of Project Director, BRTs Abdul Sattar Edhi Line (Orange Line), in addition to his own duties, with immediate effect, till further orders.

SECRETARY TO GOVERNMENT OF SINDH

No. SO(GEN)/ORANGE LINE/SMTA/2020: Karachi, dated the 27th April, 2020

A copy is forwarded for information & necessary action to:-

1. The Managing Director, Sindh Mass Transit Authority, TMTD, Karachi.
2. The Project Director, BRTs Orange Line Project.
3. The P.S to Minister, Transport & Mass Transit, Sindh, Karachi.
4. The P.S to Secretary, Transport & Mass Transit Department, Karachi.
5. Officer concerned
6. Notification File.



SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh

GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 27th April, 2020

NOTIFICATION

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SECRETARY TO GOVERNMENT OF SINDH

No. SO(GEN)/ORANGE LINE/SMTA/2020: Karachi, dated the 27th April, 2020

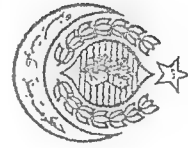
A copy is forwarded for information & necessary action to:-

1. The Managing Director, Sindh Mass Transit Authority, TMTD, Karachi.
2. The Project Director, BRTs Orange Line Project.
3. The P.S to Minister, Transport & Mass Transit, Sindh, Karachi.
4. The P.S to Secretary, Transport & Mass Transit Department, Karachi.
5. Officer concerned
6. Notification File.

SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh

29/4/20
06/05/2020

Pl. dis. am
07/05/2020
Div. Admin.



No. TMTD/ASE/OL/2018/526
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT DEPARTMENT
Dated 17-09-2018

Tele. 021-35865392

The Director Administration
Sindh Mass Transit Authority
Government of Sindh
Office No. 201, 2nd Floor, Doctor Plaza
2 Talwar Clifton, Karachi.

TO WHOM IT MAY CONCERN

This is with reference to Administrative Officer (Admin & HR) letter No. ADMIN/TMTD/SMTA/2018/28/878 dated 7th September, 2018 through which NOC issued (from 8th September to 15th September, 2018) for the visit of the undersigned to China for inspection of lifts & escalators.

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Deputy Project Director
BRT Abdul Sattar Edhi Line

Copy to:-

- 1) MD SMTA, GoS
- 2) Director Infrastructure, SMTA, GoS
- 3) Project Director, ASE Line

24/9/18

BT (ASMR)

*Please all letters are
entered in register when received in the
office*

SMTA-TMTD
File No. 818
24-9-18
Date

MOST URGENT
ELECTION DUTY

No. SO(Gen)/G.Election/2018
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 19th July, 2018



To,

Rizwan Yousaf
Mr.
Transport & Mass Transit Department (Secretariat)/ (PTA/RTA)// Sindh
Mass Transit Authority

**SUBJECT: CONSEQUENCES FOR AVOIDING ELECTION DUTY FOR GENERAL
ELECTIONS – 2018.**

I am directed to refer to the letter No.NA-250/K/W/126/2018 dated 18-07-2018 on the subject noted above, received from Returning Officer/ Additional District & Session Judge-IX, NA-250 wherein he has stated that all employees who have been assigned election duties and given appointment orders for the purpose, must ensure their presence for election duty on the day of General I Elections conducted on 25-07-2018.

2. In case any employee is found absent on the Election Day action shall be taken against them ***under section 55 of Election Act, 2017*** which may ***entail major penalty by removal of her/his service.***

3. Since, conducting of Elections is a national cause and constitutional duty therefore, you are strictly directed to ensure your attendance during the election duties for smooth conducting of the elections. In case of failure the Election commission is authorized to take action against you under the relevant laws.

SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh



A copy is forwarded for information to :-

- i. The District Returning Officers, District West/East, Karachi.
- ii. The Returning Officer (NA-250)/Additional District & Session Judge-IX, Karachi West.
- iii. DS staff to Chief Secretary Sindh,
- iv. The Managing Director, Sindh Mass Transit Authority, Karachi.
- v. Secretary PTA/RTA Karachi, with direction to ensure attendance of their staff for election duty on 25-07-2018
- vi. The P.S to Secretary, Transport & Mass Transit Department, Karachi.

SECTION OFFICER (GENERAL)



No: DD/ADMIN/TMTD/SMTA/2018/17/801
GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT DEPARTMENT
SINDH MASS TRANSIT AUTHORITY
Karachi Dated: 08th August, 2018

TO WHOM IT MAY CONCERN

This office has no objection on the visit to China of Mr. Rizwan Yousuf (Deputy Project Director), PIU, Orange Line for the purpose of Inspection of procured items for Orange Line Bus Project, SMTA, Government of Sindh w.e.f 1st September. 2018 to 5th September, 2018.

(SYED YAZIM ALI SHAH)
DEPUTY DIRECTOR
(ADMIN & HR)

A copy is forwarded for information and necessary action to:-

1. Project Director, PIU, Orange Line, SMTA.
 2. PS to Secretary TMTD, GoS.
 3. PS to Managing Director, SMTA.
- ☒ Master File.



GOVERNMENT OF SINDH
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi, dated 11th August, 2020.

NOTIFICATION

No. SO (G)/7(680)/2016: With the approval of competent authority (i.e. Chief Minister, Sindh), the contract period of following employees of Sindh Mass Transit Authority, Transport & Mass Transit Department, Government of Sindh are hereby extended for a period of two (02) year as mentioned against each. No TA/DA and other allowances will be admissible:-

S. No.	NAME	DESIGNATION	CONTRACT EXTENDED W.E.F
1	Syed Yazim Ali Shah	Deputy Director (Admin & HR)	29.05.2020
2	Mr. Rafay Ali Leghari	Deputy Director (Finance & Accounts)	29.05.2020
3	Mr. Kashif Ali Khan	Deputy Director (Contract/Procurement)	03.07.2020
4	Ms. Ambreen Fatima	Media Manager/PRO	02.06.2020
5	Mr. Rizwan Yousif	Executive Engineer	03.07.2020
6	Syed Khan Muhammad Shah	Executive Engineer	01.06.2020
7	Mr. Babar Ali Khan	Administrative Officer	31.05.2020
8	Mr. Adeel Manzoor	Accounts Officer	29.05.2020
9	Mr. Aizaz Sardar	Assistant Engineer	16.05.2020
10	Mr. Rizwan	Assistant Engineer	Executive 03.07.2020

-GHULAM ABBAS DETHO.
SECRETARY TO GOVERNMENT OF SINDH

No. SO (G)/7(680)/2016:

Karachi, dated the 11th August 2020

A copy is forwarded for information & necessary action to:-

1. The Accountant General Sindh, Karachi.
2. The Managing Director, Sindh Mass Transit Authority, TMTD, Karachi.
3. The P.S to Minister, Transport & Mass Transit, Sindh, Karachi
4. The P.S to Secretary, Transport & Mass Transit Department, Karachi.
5. Officer concerned
6. Notification File



(GHULAM FAROOQ MANGRIO)
SECTION OFFICER (GENERAL)
For Secretary to Government of Sindh



No. SMTA/WARNING/2022/43
GOVERNMENT OF SINDH
SINDH MASS TRANSIT AUTHORITY
TRANSPORT & MASS TRANSIT
DEPARTMENT

Karachi Dated: 18th January, 2022

SAY NO TO CORRUPTION

To,

Mr. Rizwan Yousuf,
Executive Engineer, SMTA.
Karachi.

SUBJECT: WARNING LETTER

I am directed to refer to subject captioned above and to state that the Managing Director, SMTA has shown disappointment on your undermined execution of Bus Rapid Transit System (BRTs) Abdul Sattar Edhi Line (Orange Line).

2. You are hereby advised to fulfil all your basic responsibilities and pursue all pending matters and improve working efficiency for timely completion of project in the best interest of public.

(DEPUTY DIRECTOR)
ADMINISTRATION & HR

A Copy is forwarded for information to:

1. Director Infrastructure SMTA, Karachi.
2. P.S to the Managing Director, SMTA Karachi
3. Master File.

To

The Director Infrastructure / Planning
Sindh Mass Transit Authority
Government of Sindh

Subject: Letter of Resignation from Services

Respected Sir,

I am writing this letter as formal notice of my resignation from my position/services as Deputy Director Infrastructure at Sindh Mass Transit Authority (GoS) for your kind consideration and acceptance.

I thank you for giving me the opportunity to work in this position in the department. I have enjoyed during working my tenure and appreciate your kind supports and assistance. However, I am now looking for an opportunity to move on my next career challenges and uplift my skills and experience along with better financial prospects.

Finally, I really wish you and all staff the best accomplishments in the future and look forward to staying in touch.

Yours Sincerely



Dated: 10th March 2022

Rizwan Yousuf
S/o Muhammad Yousuf
0300 – 2181 035

Copy to:-

- /Director Admin & HR
- PS to Managing Director SMTA (GoS)


14/3/22

A.D Admin

To

The Managing Director
Sindh Mass Transit Authority
Government of Sindh
Karachi

Subject: Withdrawal of Deputy Director Bus Operation Additional Charge

Respected Sir,

This is with reference to the Notification No. SMTA/Admin/2022/L711 dated 28th February 2022 through which the undersigned (Deputy Director Infrastructure) was assigned an additional charge of Deputy Director Bus Operation SMTA, GoS.

It is highlighted that the Bus Operation is very specific and technical job which requires the highly qualified technical team having vast experience in its field. The technical team would perform their duties in line with the quality service of buses and its operation requirements and ensure the compliance of maintenance, ITS and revenue collections etc. as per international policies, guidelines and standards.

It is further highlighted that my qualification and job experience do not meet the subject position. Whereas the undersigned has never been involved in Bus Operation in professional career. However, since I resumed the additional charge of DD Bus Operation, I am trying to understand the subject work specifications, standards and its implementation but unfortunately, *due to continuous over-load of Infrastructure works and some sensitive family affairs*, the undersigned remains unable to understand and could not fulfill the job requirements of Bus operations where one can meet the subject position's job descriptions.

Considering the above facts and the sensitivity of Bus Operation requirement, the undersigned withdraws the additional charge of Deputy Director Bus Operations but sincerely recommend to recruit the technical team (Officers/Staff) for Bus Operations on priority in the best interest and success of SMTA projects and to strengthen the department.

This is for your kind information and record please.

Yours Sincerely



Rizwan Yousuf
Deputy Director Infrastructure
SMTA, GoS

Dated: 19th April 2022

Copy to:-

- Director Infrastructure/Planning, SMTA, GoS
- ✓ Dy. Director Admin & Procurement, SMTA, GoS
- PS to Secretary TMTD (GoS)



Sindh
Mass Transi
Authority

TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH

Karachi, Dated: 28th February, 2022

NOTIFICATION

No. SATTA/ADMIN/2022/L-711 :-With the approval of the Competent Authority, Mr. Rizwan Yousuf, Deputy Director (Infrastructure), Sindh Mass Transit Authority, Transport & Mass Transit Department, Government of Sindh is hereby given an additional charge of Deputy Director (Bus Operations), Sindh Mass Transit Authority, Transport & Mass Transit Department, Government of Sindh with effect from 28th February, 2022 in addition to his own duties.

-CAPT(R) ABDUL SATTAR ISSANI, PAS-
MANAGING DIRECTOR

No. SATTA/ADMIN/2022/L-711

Karachi Dated the 28th February, 2022

A copy is forwarded for information & necessary action to:-

- ✓ 1. The Managing Director, SMTA, GoS.
2. Director (Infrastructure & Planning), SMTA, Karachi.
3. Deputy Director (Admin & Proc), SMTA, Karachi.
4. Deputy Director (Finance), SMTA, GoS
5. PS to Secretary, Transport and Mass Transit Department, GoS
6. Officer concerned
7. Notification File.

(ASSISTANT DIRECTOR)
ADMIN & PROCUREMENT

To

The Managing Director
Sindh Mass Transit Authority
Government of Sindh
Karachi

Subject: Withdrawal of Letter of Resignation dated 10th March 2022

Respected Sir,

As per our discussion dated 7th April 2022 regarding my resignation, the undersigned was informed that the Honorable Minister TMTD (GoS) has desired that my services to SMTA should continue considering the acute capacity and staff strength in SMTA. In this regard, the MD SMTA advised the undersigned to reconsider the resignation status in the best interest of SMTA.

Considering the above fact, the undersigned hereby withdraws the resignation dated 10th March 2022 for continuing my services in SMTA.

This is for your kind information and record please.

Yours Sincerely



Rizwan Yousuf
Deputy Director Infrastructure
SMTA, GoS

Dated: 08th April 2022

Copy to:-

- Director Infrastructure/Planning, SMTA, GoS
- ✓ Dy. Director Admin & Procurement, SMTA, GoS
- PS to Secretary TMTD (GoS)

177A

To

The Managing Director
Sindh Mass Transit Authority
Government of Sindh
Karachi

Subject: **Withdrawal of Letter of Resignation dated 10th March 2022**

Respected Sir,

As per our discussion dated 7th April 2022 regarding my resignation, the undersigned was informed that the Honorable Minister TMTD (GoS) has desired that my services to SMTA should continue considering the acute capacity and staff strength in SMTA. In this regard, the MD SMTA advised the undersigned to reconsider the resignation status in the best interest of SMTA.

Considering the above fact, the undersigned hereby withdraws the resignation dated 10th March 2022 for continuing my services in SMTA.

This is for your kind information and record please.

Yours Sincerely



Rizwan Yousuf
Deputy Director Infrastructure
SMTA, GoS

Dated: 08th April 2022

Copy to:-

- Director Infrastructure/Planning, SMTA, GoS
- Dy. Director Admin & Procurement, SMTA, GoS
- PS to Secretary TMTD (GoS)





**Sindh
Mass Transit
Authority**

TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH

Karachi, Dated: 20th April, 2022

NOTIFICATION

No. SMTA/ADMIN/2022/L762:-In continuation to Notification No.SMTA/Admin/2022/L711 dated 28th February 2022, the additional charge of Deputy Director (Bus Operations), Sindh Mass Transit Authority, TMTD, Government of Sindh is hereby withdrawn. Mr. Rizwan Yousif will continue working as Deputy Director Infrastructure

This issues with approval of Competent Authority i.e. Managing Director Sindh Mass Transit Authority.

**-CAPTOR) ADBUL SATTAR ISSANI, PAS-
MANAGING DIRECTOR**

No. SMTA/ADMIN/2022/L762

Karachi Dated the 20th April, 2022

A copy is forwarded for information to:-

1. The Managing Director, SMTA, GoS.
2. Director (Infrastructure & Planning), SMTA, Karachi.
3. Director (Bus Operations), SMTA, Karachi.
4. Officer concerned
5. Notification File.

**(ASSISTANT DIRECTOR)
ADMIN & PROCUREMENT**



**Sindh
Mass Transit
Authority**

TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH

Karachi Dated the 1st June, 2022

NOTIFICATION

NO.SMTA/Salary/2022/L-844 Consequent to the approval of Competent Authority i.e., Minister, Transport & Mass Transit Department / Chairman Sindh Mass Transit Authority Board on the removal of discrepancies, revised salaries of the following contractual employees of Sindh Mass Transit Authority, Transport & Mass Transit Department, Government of Sindh is hereby notified with effect from 01-06-2022:-

NO.	OFFICER NAME	DESIGNATION	SALARY PER MONTH
1	Rizwan Yousuf	Deputy Director (Infrastructure)	230,000/-
2	Babar Ali Khan	Assistant Director (Admin & Procurement)	172,500/-
3	Adeel Manzoor	Assistant Director (Budget & Accounts)	172,500/-
4	Rizwan Ghani	Assistant Director (Infrastructure)	172,500/-
5	Syed Hussain Mugadas	Senior Auditor	86,250/-

2. All other Terms and conditions of the employment contract shall remain unchanged.

**CAPT. (RETD.) ALYAF HUSSAIN KHAN
MANAGING DIRECTOR
SINDH MASS TRANSIT AUTHORITY**

Karachi Dated 1st June, 2022

NO.SMTA/Salary/2022/L-844

The Copy Forward to:-

1. The Accountant General, Sindh, Karachi.
2. Deputy Director Budget & Accounts, SMTA, TMTD, GoS, Karachi.
3. Deputy Director Admin & Procurement, SMTA, TMTD, GoS, Karachi.
4. PS to Minister Transport & Mass Transit Department, Government of Sindh.
5. PS to Secretary, Transport & Mass Transit Department, Government of Sindh.
6. Officer concerned. *Lizwan Yousuf 20/6/22*
7. Master File.



**Sindh
Mass Transit
Authority**

TRANSPORT & MASS TRANSIT DEPARTMENT
GOVERNMENT OF SINDH

Karachi, Dated: 30th June, 2022

SAY NO TO CORRUPTION

NOTIFICATION

No. SMTA/PMT/2022/L.945:- Mr. Rizwan Yousuf, Deputy Director Infrastructure, SMTA stands relieved from his current assignment at BRT Orange Line and is transferred and posted as **Deputy Director Technical / Executive Engineer Project Management Team, BRT Yellow Line** as per PC-I manpower requirements.

II

Mr. Rizwan Yousuf, Deputy Director Technical / Executive Engineer is directed to join PMT with immediate effect and until further orders.

This issues with the approval of the Competent Authority i.e. Managing Director, SMTA.

**-CAPT(R) ALTAF HUSSAIN, PAS-
MANAGING DIRECTOR, SMTA**

No. SMTA/PMT/2022/L.945

Karachi dated the 30th June, 2022

A copy is forwarded for information to:

1. Project Director, PMU, KUMP, BRT Yellow Line
2. Director (Infrastructure & Planning), SMTA.
3. Deputy Director Technical / Executive Engineer, PMT, BRT Yellow Line
4. The PS to Minister, Transport & Mass Transit, GoS.
5. The PS to Secretary, Transport & Mass Transit Department, GoS.
6. The PS to Managing Director, SMTA, Karachi.
7. Notification File.

(DEPUTY DIRECTOR ADMINISTRATION)
For Managing Director SMTA



Japan International Cooperation Agency

CONFIDENTIAL

【ONLINE VERSION】

Rigwan Yousaf

**Application Guideline for
the JICA Knowledge Co-Creation Program**

This guideline explains how to apply for the Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency (JICA) under the Official Development Assistance Program of the Government of Japan.

Please complete the Application Forms according to the guideline. For additional information, please consult the JICA Office, or in its absence, the Embassy of Japan in your country.

Form	Filed by
Form1. Official Application Form	<ul style="list-style-type: none">• To be filled by you and your supervisor*• To be signed by your supervisor• Official stamp of your organization is needed.
Form2. Nomination from the Organization	You and your supervisor *
Form3. Individual Application Form	You
Form4. Questionnaire on Medical Status and Restrictions	You
Form5. Terms and Conditions, and Declaration	You

*Supervisor: the head of the department/division of your organization

Please be advised:

- (a) To carefully read the General Information (GI) of the KCCP,
- (b) To fill only in typewritten except for signature,
- (c) To fill in the form in English,
- (d) To use "√" or "X" to mark the () options,
- (e) To attach your photographs,
- (f) To prepare document(s) described in the GI and/or confer with the JICA Expert or JICA overseas office, and attach these documents to the completed Application Forms,

In submitting the Application Forms and attached documents, please make sure:

- (g) To prepare a copy of your passport/ Official ID,
- (h) To confirm the application procedure stipulated by your government,
- (i) To submit the original Application Forms with all necessary document(s) to the responsible organization of your government according to its application procedure, and
- (j) That your participation may be denied, if you fail to provide all required information and documents completely and on time.



Japan International Cooperation Agency

CONFIDENTIAL

CHECK LIST before submission:

Items	Form No.	Check
1. Fill in all items in typewritten	All the forms	
2. Your signature	Form 3, 4	
3. Signature of your supervisor*	Form 1, 2	
4. Official stamp of your organization	Form 1	
5. Your photo	Form 3	
6. Attach a copy of passport / Official ID	-	
7. Attach the required document(s) as instructed in the GI	-	

*Supervisor: the head of the department/division of your organization



Japan International Cooperation Agency

CONFIDENTIAL

Application form for the JICA Knowledge Co-Creation Program:

FORM 1 JICA APPLICATION FORM

"To be signed by your supervisor (the head of the relevant department / division of your organization).

1. Course Title (as shown in the GI)

Knowledge Co-Creation Program (Road Administration)

2. Course Number (the number as "xxxxxxxxxxx" shown in the GI)

No. 1 (39) Japan-II/2022

3. Course Duration:

From 12/12/2022

to 20/12/2022

(DD/MM/YYYY)

4. Country

Pakistan

5. Organization

Sindh Mass Transit Authority (SMTA), Government of Sindh

6. Name of the Nominee(s)

1) Rizwan Yousuf

3)

2)

4)

7. Confirmation by the organization in charge

Our organization hereby applies for the Knowledge Co-Creation Program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date: 20/09/2022

Signature:

Name:

Rizwan Yousuf

Title / Position

Deputy Director Infrastructure

Department / Division

Sindh Mass Transit Authority (SMTA)

Official Stamp

Office Address and

Address: House No. D-43 & D-43/I, Shakra-e-Ghalib, Block 2, Clifton, Karachi

Contact Information

Tel: +92-21-99332207

E-mail: ddinfra.smta@gmail.com

Fax:

(if necessary) Confirmation by the organization in charge

I have examined the documents in this form and found them true. Accordingly, I agree to nominate this person(s) on behalf of our government.

Date:

28th September 2022

Signature:

Name:

ALTAF SARIO

Title / Position

MD SMTA

Official Stamp

Department / Division



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Application form for the JICA Knowledge Co-Creation Program

Form2. NOMINATION FROM THE ORGANIZATION

*To be signed by your supervisor (the head of the relevant department / division of your organization).

1. Reason for nominating the Applicant

Please describe the reason(s) why the Applicant was selected, referring to the following points: 1) Program requirement, 2) Capacity/Position, 3) Future plan to be done by the Applicant after the KCCP, 4) Future plan of your organization and 5) Others.

All of above.

2. Expectation and Future Plan of Actions

Please describe how your organization shall make use of the expected achievement of the Applicant after the program, in addressing the said issues or problems.

The candidate will be able to address new challenges and its handling, evaluation and adjust strategic initiatives in the best interest of Organization's mission/success.

By nominator (head of relevant department/division)

Date

28th Sept 2022

Name and Title/Position

ALTAF SAKIO, MD SMRT

Signature

Form 3. INDIVIDUAL APPLICATION FORM

***To be filled by Applicant.**

1. Course Title: (as shown in the GI)

Knowledge Co-Creation Program (Road Administration)

2. Course Number: (the number as "xxxxxxxxxxxx" shown in the GI)

No. 1 (39) Japan-11/2022

3. Personal Information on Applicant



1) Name of Applicant (as shown in the passport)

***Please type the name as shown in the passport carried. The information will be used for flight arrangements.**

Family Name /Surname

[illegible]

First Name

[illegible]

Middle Name

[illegible]

2) Nationality
(as shown in the passport)

Pakistan

3) **Sex**

(\bar{y}) Male

() Female

4) **Date of Birth**

Date _____

Month
(ex. April)

Year

Age
(as of the date of
the form)

14

arch

1978

44

5) Passport

Passport possession

(\bar{y} —) Yes

() No

Expiry date
of passport

Date

26

Month

12

Year

2023



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6) Contact Information

Private	Address: <u>House No M-11, Bashir Village, National Cement Housing Society, Gulshan Iqbal Block 10-A, Karachi</u>	
	TEL*:	Mobile*: <u>+92-300-2181035</u>
	FAX*:	E-mail: <u>ddinfra.smta@gmail.com</u>
Office	Address: <u>House No. D-43 & D-43/1, Shakra-e-Ghalib, Block 2, Clifton, Karachi</u>	
	TEL*: <u>+92-21-993332207</u>	Mobile*: <u>+92-300-2181035</u>
	FAX*:	E-mail: <u>ddinfra.smta@gmail.com</u>
Emergency Contact	Name: <u>Sahar Afsheen</u>	
	Relationship to you: <u>Wife</u>	
	Address: <u>House No M-11, Bashir Village, National Cement Housing Society, Gulshan Iqbal Block 10-A, Karachi</u>	
	TEL*:	Mobile*: <u>+92-333-0298380</u>
	FAX*:	E-mail: <u>bintehahib88@gmail.com</u>

*Please fill it out from country code for telephone, mobile, and fax number.

7) Present Position

Organization	<u>Sindh Mass Transit Authority (SMTA) Government of Sindh</u>		
Year that entered the organization	<u>2017</u>		
Department / Division	<u>Infrastructure Department</u>		
Title	<u>Deputy Director Infrastructure</u>		
No. of years of service in the present position	Years	From (Month/Year)	
	<u>5</u>	<u>2</u>	
Type of Organization	<input checked="" type="checkbox"/> National Government <input type="checkbox"/> Local Government <input type="checkbox"/> Public Enterprise <input type="checkbox"/> Private (profit) <input type="checkbox"/> NGO/Private (Non-profit) <input type="checkbox"/> University <input type="checkbox"/> Other : _____		
Number of employees	<u>32</u>		
Website URL			

【Questionnaire on Relationship with the Military】

*If your organization and/or your status is related to the Military, please mark with ✓ or X below in the () which best describes the relationship.

<input type="checkbox"/> the Military, an active military personnel or a military personnel listed in the muster roll/military register
<input type="checkbox"/> an organization affiliated with the Military, or a personnel who does not belong to the military at present but is listed in the muster roll/military register
<input type="checkbox"/> the Department or the Ministry of Defense, an organization affiliated with the Ministry of Defense, or staff of the Ministry of Defense
<input type="checkbox"/> an civilian organization but with military personnel or a military division within the organization
<input type="checkbox"/> an organization which will be affiliated with or under the control of the Military in times of emergency as specified clearly in its organic law/law of establishment



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4. Experience and Eligibility

1) Career Background (After graduation and before taking the present position)

*Only Applicants for KCCP (Group and Region Focused) are requested to fill in this part.

Organization	City/ Country	Period		Position or Title and Department/Division	Brief Job Description
		From Month/Year	To Month/Year		
International Construction Co.	Karachi/Pakistan	Jan 2004	June 2006	Site Engineer (Civil)	Oversee the villas and apartments
Al Nahoodah LLC (Dubai)	Dubai/UAE	Jul 2006	Jul 2007	Site Engineer (Civil)	Oversee the airside civil works
Civil Aviation Authority Pakistan	Karachi/Pakistan	Apr 2009	Apr 2014	Deputy Manager (Civil)	Monitor the works related to airports

2) Academic Background (University, College or Higher Education)

Institution	City/ Country	Period		Degree	Major
		From Month/Year	To Month/Year		
NED University	Karachi/Pakistan	Nov/2019	Mar/2022	Masters	Transport and Infrastructure Management
Mehran University	Hyderabad/Pakistan	Jan 1998	Jan 2003	Bachelors	Civil Engineering
Model School	Hyderabad/Pakistan	1994	1995	Higher Secondary Education	Science Engineering

3) Experience of Training or Study in Foreign Countries (including all the training experience in JICA's programs)

*Only Applicants for KCCP (Group and Region Focused) are required to fill in this part.

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	

4) Language Proficiency (Self-Assessment)

1) Language to be used in the course (as shown in GI)					
	Listening	() Excellent	(√-) Good	() Fair	() Poor
	Speaking	() Excellent	(√-) Good	() Fair	() Poor
	Reading	() Excellent	(√-) Good	() Fair	() Poor
	Writing	() Excellent	(√-) Good	() Fair	() Poor
Language Test Scores if any (ex. TOEFL, TOEIC, etc.)					



2) Mother Tongue	Urdu			
3) Other languages ()	() Excellent	() Good	() Fair	() Poor

Excellent	Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
Good	Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
Fair	Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
Poor	Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

5. Background and Purpose of Application

1) Current challenges in the organization in relation to the theme of the KCCP you are applying:

Describe the issues that your organization/department intends to tackle by participating in this program.

I am working in Infrastructure department, Sindh Mass Transit Authority, Government of Sindh and handling mega Bus Rapid Transit projects in the province. The KCCP will help in road assets management, operation and maintenance of the public infrastructures.

2) Main duties of Applicant: Describe your main duties and responsibilities in relation to this program.

To review the project schemes and monitor the progress timelines in consultation with the stakeholders.

3) Relevant Experience of Applicant: Describe previous occupational experiences that is highly relevant in this program.

The relevant experience is of roads, airports and building construction.

4) Your individual Goal: Elaborate on your plans to apply the lessons learned from this program to your organization.

To measure and take pride in the achievement of those goals, and you'll see forward progress in what might previously have seemed a long pointless grind. You will also raise your self-confidence, as you recognize your own ability and competence in achieving the goals that you've set



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5) **Area of Interest and/or your expectation:** Specify your particular interest with reference to the contents of this program.

To increase the knowledge and advance techniques are used in road construction and its assest maragement.

By Applicant

Date 25-09-2022

Name and Title/Position Rizwan Yousof
DEPUTY DIRECTOR
INFRASTRUCTURE

Signature

Rizwan



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Application form for the JICA Knowledge Co-Creation Program

Form4. TERMS AND CONDITIONS

1. General Rules

The participants are requested:

- (1) to strictly observe the course schedule,
- (2) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (3) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (4) not to engage in political activities, or any form of employment for profit,
- (5) not to quit the program, should the participants violate JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course,
- (6) to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (7) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

2. Privacy Policy

The participants are requested to understand Privacy Policy of JICA as follows.

(1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this Privacy Policy.

(2) Limitations on Use and Provision

JICA shall never intentionally provide information to a third party that can be used to identify individuals, with the following three exceptions:

- (a) legally mandated disclosure requests;
- (b) the information provider grants permission for information disclosure to a third party;
- (c) JICA commissions a party to process information collected, in which case the information provided will be within the scope of the commissioned tasks.

(1) Security Notice

JICA takes any measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.



***Information Security Policy of JICA in relation to Personal Information Protection**

- JICA will properly and safely manage personal information collected through Application Forms in accordance with JICA's Privacy Policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.
- Unless otherwise obtained approval from the Applicant him/herself or there are valid reasons such as disclosure under the laws and ordinances, etc. and except for the reasons 1-3 below, JICA will neither provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in 1-3 below and will not use the information for any purposes other than those described in 1-3 below without prior approval of the Applicant him/herself.
- 1. To provide the KCCP to Participants.
- 2. To provide the KCCP to Participants under the Citizens' Cooperation Activities.
- 3. In addition to 1 and 2 above, if the government of Japan or JICA determines it necessary in technical cooperation.

※JICA's policy for the transfer of personal data from the European Economic Area (EEA) to outside the EEA (to Japan and third countries):

JICA has revised "Bylaws for the Implementation of Personal Information Protection" which was published based on Japan's legislation by adding new provisions regarding how to deal with personal data within the EEA in order to meet General Data Protection Regulations (GDPR's) requirements for data protection. Based on the new bylaws, JICA entered into the EU Standard Contractual Clauses (SCCs) which allows us to transfer personal data from offices within the EEA to offices outside the EEA (in Japan and third countries).

3. Copyright Policy

The participants are requested to comply with the following:

1. The participants shall use all the documents provided for the KCCP (including texts, materials, etc.), within the scope approved by each copyright holder.
If the participants apply to online KCCP, the participants shall also comply with terms of use of copyrighted works for the online KCCP that are shown on the JICA website.
(https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)
2. All the documents for the KCCP (including reports, action plans, presentations, etc.) shall be prepared by the participants themselves in principle. If the participants use a third party's work (reproduction, photograph, illustration, map, figures, etc.), which is protected under the laws and regulations in the participants' country or copyright-related multinational agreements, the participants shall obtain a license to use the work within the scope approved by the copyright holder.
3. The participants shall agree that JICA may use the documents prepared by the participants (including but not limited to reproduction, public transmission, distribution and modification) for other programs conducted by JICA (for example, as reference for other KCCP courses and project formulation).



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4. Portrait Right Policy

During the implementation period of KCCP, JICA (including hired photographer and program implementing partners) will shoot photographs and video footage mainly for the following purposes:

- Use on the website or in SNS administrated/operated by JICA,
- Use in JICA publications (public relations magazines, annual reports, journals, etc.) in printed or electronic form,

*Photos and images taken will not be used for commercial purposes and the participants' personal information will not be disclosed to any third party without the consent of the participants.

JICA would appreciate it if the participants of KCCP grant the participants themselves portrait right license to JICA for photos and images taken described above.
It is, however, not a requirement of KCCP. The participants do not agree to grant the participants themselves portrait right license to JICA, has absolutely no problem in participating KCCP. JICA respects the intention of each Participant.

DECLARATION (to be signed by the Applicant)

- I understand and fully agree to the following terms and conditions set forth above.
 1. General Rule
 2. Privacy Policy
 3. Copyright Policy

- I will be subject to any penalties imposed as a consequence of my failure to abide by the above terms and conditions.

- I understand the intention of JICA on "4.Portrait Right Policy" mentioned above, and my intention for usage/publication of photographs and videos including the portrait of myself by JICA for the purpose above is as follows(Use "✓" or "X"):

☒ **Agree** ☐ **Disagree**

- I certify that the statements I made in this form are true, complete and correct to the best of my knowledge and belief.

By Applicant

Date 25-09-2022

Name and Title/Position *RIZWAN YOUSUF*
DEPUTY DIRECTOR
INFRASTRUCTURE

Signature



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Form5. QUESTIONNAIRE ABOUT INTERNET ACCESS

Dear ~~candidates~~ Participants of Investment Promotion and Business Environment Reform
(~~Advanced~~)(~~A~~)

Prior to the remote training, we have to make sure your internet access environment is manageable level for the training. Please fill in the following questions ~~and send this with Application Form.~~

4. ~~Title for the certificate.~~ Mr. Ms. Mrs. Dr. Others ()

2.1. Your name for the certificate: Rizwan Yousuf
Your calling name: Rizwan Yousuf

3.2. Your e-mail address which we can get in touch with you every day.

*Please note that this e-mail address will be openly used between participants and Japanese related members.

ddinfra.smta@gmail.com

4.3. Which device do you use for the training? We strongly recommend you to use a personal computer. (Smartphone is NOT recommendable.)

a. Personal computer ☒ b. Tablet ☐ c. Others(☐)

5.4. Where do you take the training?

Home/ Office ☒ Other: ☐

6.5. Have you ever participated Zoom conference or have you ever held Zoom conference?

As a Participant: Yes ☒ / No ☐ As a host: Yes/No ☐

7.6. Do you use Facebook messenger?

Yes (Your account name, if possible:) / No ☐

If NOT, what kind of chat tool do you use? a. Slack—b. WhatsApp ☒ be. Others:

8.7. Please check your internet speed at the same time of the remote training by clicking "GO" in the following link. And send us screenshot of the result.
<https://www.speedtest.net/>

*Screenshot example:

